

VRIS UPDATE

SELF EMPLOYMENT DISCUSSION QUESTIONNAIRE

Effective 1/11/2008

Number 129

SUMMARY OF UPDATES

A Self Employment Discussion Questionnaire has been developed to use with clients who are considering a self employment goal. This will be completed by the client and discussed with VR staff prior to making a referral to the Abilities Fund. A copy of the form will be sent to the Abilities Fund when making a referral.

This change provides VR staff with a tool to use in exploring with the individual their self employment idea, it's potential and possible issues that will need to be addressed. The importance of this tool has been voiced by many VR staff who have continued to use the previous 'Self Employment Pre Assessment' tool even though it had been discontinued.

VRIS POSTING

The program manual chapter titled 'Small Business/Self Employment Ventures' has been revised to reflect this change. New information in the chapter is shown by a bar at the right hand side of the text.

The new form 'Self Employment Discussion Questionnaire' has been posted on VRIS under Case Service Forms and Worksheets.

FORMS REVISED

As indicated above a new form has been developed and is posted on VRIS.

MONITORING REQUIREMENTS

Staff from the Abilities Fund have been notified and are revising their application form to eliminate any duplication. They will not accept a referral from VR unless they receive a copy of the Self Employment Discussion Questionnaire.

TEAM COMMUNICATION

Discussion in a team meeting is recommended.

LEADERSHIP CONTACT

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